

**BYLAWS OF THE TULSA PROFESSIONAL ASSOCIATION
AUGUST 2006**

I. PURPOSE

The purpose of the Tulsa Professional Association (“TPA”) is to bring together individuals interested in the exchange of qualified business leads and the generation of business.

II. MEETINGS

The standard format for club meetings shall be as follows:

11:50 a.m. Luncheon served

12:00 p.m. Club business shall be discussed.

Introduction of club members and guests

Each individual should state his or her business classification, their leads requirements, and leads they have given out. A time will be set aside for sharing of general leads.

Presentation by prospective and/or established club members

1:00 p.m. Meeting adjourned

Informal one-on-one discussions among attendees to exchange qualified business leads.

The following point system shall be observed at club meetings:

Attendance at regular club meetings	1 point
General lead given to all club members	1 point
Qualified business lead given to another club member	2 points
Referral to a club member	3 points
Business generated by another member as a result of business lead	10 points
Brought a guest	1 point
Had an open house	10 points
Paid a visit to another member	5 points

Failure to notify another club member of intended absence will result in the deletion of 1 point from the point system.

III. OFFICERS

The club shall have the following officers comprising the Executive Committee:

- 1) **PRESIDENT** – The President shall preside at the weekly meeting and in general guide the affairs of the club. Committees can be formed or appointed by the President from time to time as required to carry out the purposes and functions of the club.
- 2) **VICE PRESIDENT** – The Vice President shall act in the absence of the President. He or she shall be responsible for planning the weekly presentation by outside speakers or by prospective and/or established club members; for welcoming all guests, presenting them with membership applications and explaining the purpose and operation of the club; and advising the club of open business categories within the club.
- 3) **SECRETARY** - The Secretary shall keep an active roll of all members, shall keep a quarterly record of the points attained by each member and shall take minutes of the club meetings.
- 4) **TREASURER** – The Treasurer shall collect all dues and initiation fees, keep them properly accounted for, and pay all bills. Financial status reports should be made periodically to club members.
- 5) **MEMBERSHIP CHAIRMAN** – The Membership Chairman shall form a committee consisting of two additional volunteer members to identify, recruit and bring new members into the club.

Each officer is responsible for his or her duties being performed at every meeting and is obligated to secure a member to perform those duties in the event of an absence. Offices can be combined upon majority vote of the membership quorum upon recommendation of the executive committee.

The officers shall review the financial information for the previous year and shall in the month of December present to the club a proposed budget for the upcoming year, specifically including any recommendations regarding monthly dues.

IV. ELECTIONS

All officers shall be elected by a majority of a quorum at a regular meeting each September and March. A quorum shall be more than one-half of the general membership of the club present at any meeting. An officer may succeed himself or herself in the same office and may hold other offices in the following term.

There shall be appointed by the President a nominating committee to select candidates for offices for the next term. Said committee shall select a slate to be presented to the club at the proper time to allow for elections.

V. MEMBERSHIP

Only one member shall be allowed to represent a business category, to be specified and defined at the time of membership. If a member changes businesses, such member must either (1) resign or (2) change his or her business category within the club if the new business category is not represented and be re-elected to the club in compliance with the standard election process.

Any resignation from the club requires written notification and payment of the dues up to date.

Termination from the club can automatically occur if either of the following conditions are met:

1. The member is absent more than three consecutive meetings without notifying a club officer, requesting a leave of absence, or sending a qualified substitute.
2. Failure to achieve 30 points per quarter.

Prospective members are required to demonstrate their ability and intent to generate business for established club members by complying with the followings guidelines:

1. Attendance at first meeting
2. Attendance at second meeting, along with a required 10 minute presentation and submission of completed membership application to the Membership Chairman
3. TPA members shall vote at the third meeting (from which the prospective member will be absent) or at such later meeting as the officers deem appropriate. In order to be admitted, voting must be done by secret ballot, and two (2) "no" votes will exclude membership. TPA will cover the cost of meals for the first and second appearances at the club. The candidate will be notified by both their sponsor and the Membership Chairman of approval or denial of their application and shall be responsible for their financial obligations to TPA upon attendance at the first meeting after approval of their application.

VI. LEAVE OF ABSENCE

A Leave of Absence may be either "medical" or "professional," and the club officers shall set the terms and financial arrangements for each requested Leave of Absence. A Leave of Absence shall be commenced by a formal written letter presented to the president requesting a Leave of Absence. The applicant will have their dues suspended during their period of absence, not to exceed 90 days or 3 months,

whichever comes first. The member must be in current financial good standing with TPA at the time of their request (all dues and fees current). At the end of 90 days or 3 months, whichever comes first, the member will be considered terminated from TPA should they not have contacted the President regarding their intentions. Termination will be effective when the President notifies the Membership Chairman of the termination and subsequent opening in the group.

VII. DUES AND FEES

Monthly dues are \$45.00. Failure to pay dues for more than one month can be grounds for immediate termination if notice has been given to a member by the Treasurer and such member fails to bring his or her dues current.

A prospective member voted into membership with TPA shall pay a one-time initiation fee of \$15.00.

Any time a member chooses to bring a guest who is not a prospective member, such member will be responsible for payment of \$10.00 for their guest's meal.

VIII. AMENDMENT TO BYLAWS

These Bylaws may be amended, altered or repealed by the affirmative vote of a majority of a quorum of members at any regularly scheduled club meeting, if notice of the scheduled vote on any such proposed amendment, alteration or repeal has been given during a prior business meeting.

AMENDED THIS 19TH DAY OF JANUARY, 2006

John Vestring, President